

## MEETING MINUTES

**City of Dripping Springs**  
**Farmers Market Association Board Meeting Agenda**  
**Tuesday, December 15, 2015 at 10:00 PM**  
**City Hall, 511 Mercer Street, Dripping Springs, Texas**

### I. CALL TO ORDER AND ROLL CALL

#### COMMISSION:

Marianne Simmons - Chair	Gouri Johannsen	Aimee Mick
Diana Black	Teresa Strube	Aubrey Munguia
Claudia Oney	Gary Gilstrap	

#### Market Managers: Stacy Qualls

The Regular Meeting of the City of Dripping Springs Farmers Market Association Board was called to order at 10:02AM, Tuesday, December 15, 2015 by Marianne Simmons, Chair. Roll call was taken and members present included, Teresa Strube, Claudia Oney, Diana Black, and Aimee Mick, acting as secretary. Members absent were Gouri Johannsen, Gary Gilstrap and Aubry Mungia. Also present were Stacy Qualls, Market Manager.

### II. PRESENTATION BY CITIZENS

*Floor open to discussion on any subject. No action may be taken by law. Citizens wishing to speak shall do so after being recognized by the Chair. The Chair may establish a time limit on each citizen wishing to speak.*

No citizens were present to make presentations.

### III. MINUTES

#### A. Approval of Regular Meeting Minutes, October 13, 2015

A motion was made by Theresa Strube and second by Claudia Oney to approve the Regular Meeting Minutes for October 13, 2015. **VOTE: 5-for, 0-against, 3-absent. Motion passes.**

#### B. Approval of Regular Meeting Minutes, November 10, 2015

A motion was made by Theresa Strube and second by Claudia Oney to approve the Regular Meeting Minutes for November 10, 2015 with suggested revisions. **VOTE: 5-for, 0-against, 3-absent. Motion passes.**

### IV. REPORTS

#### A. Farmers Market Manager's Monthly Report

*Report from the Market Manager to the Board regarding Farmers Market activities.*

#### B. Fiscal Year 2016 Budget Revenues and Expenses Monthly Report

### V. MARKET EVENTS PLANNING AND UPDATES

*Discussion and possible action regarding:*

#### A. Farmers Market Calendar of Events

#### B. Texas Department of Agriculture Healthy Living Grant Review and Final Report

#### C. 2015 Holiday Market

### VI. MARKETING AND PUBLIC RELATIONS

*Discussion and possible action regarding:*

A motion was made by Claudia Oney and seconded by Diana Black to authorize Marianne Simmons to write a comprehensive sign plan and represent the Farmers Market Board and make recommendations to the planning and zoning commission and the City Council for a Banner

Variance Request (Item C), Special Event Market Sign Variance Request (Item D) and a Variance Request for the Comprehensive Sign Plan (Item E). **VOTE: 5-for, 0-against, 3-absent. Motion passes.**

A. Marketing and Public Relations Committee Report

No report at this time.

B. Proposed New Banner Designs

The committee will continue to work on a new design that is agreeable to the Board.

C. Banner Variance Request

D. Special Event (Day-of) Market Signs Update and Variance Request

E. Comprehensive Sign Plan

F. Insight Ad for 2016

The ad has been placed and the City of Dripping Springs paid for it.

## VII. SPONSORSHIPS SUBCOMMITTEE REPORT

*Discussion and possible action regarding:*

A. Proposed Sponsorship Flier and Levels

A motion was made by Theresa Strube and seconded by Aimee Mick to approve the Proposed Sponsorship Flier and Levels with discussed edits. **VOTE: 5-for, 0-against, 3-absent. Motion passes.**

B. Plan for Distribution of Fliers

Flyers will be made available and the Farmers Market Board will have final approval of all sponsorships.

## VIII. RULES AND REGULATIONS SUBCOMMITTEE REPORT

*Discussion and possible action regarding:*

A. Proposed Amendment to VII. Non-Compliance, Penalties and Appeals to Provide Clarification and to Revise Penalty Schedule

A motion was made by Marianne Simmons and seconded by Theresa Strube to approve the proposed amendment to VII. Non-Compliance, Penalties and Appeals to provide clarification and to revise Penalty Schedule with discussed edits. **VOTE: 5-for, 0-against, 3-absent. Motion passes.**

B. Final Review of Rules and Regulations Revisions for Submission to City Council for Approval

When edits are made the Final Rules and Regulations will be submitted to City Council for approval.

## IX. OTHER BUSINESS

*Discussion and possible action regarding:*

A. Review Vendor Applications

No new vendor applications.

B. Farmers Market Fee Schedule Revisions

A motion was made by Aimee Mick and seconded by Theresa Strube to approve the Draft of December 7, 2015 Farmers Market Fee Schedule Revisions. **VOTE: 5-for, 0-against, 3-absent. Motion passes.**

C. Authorization to Prepare and Submit Master Signage Plan and Variance Requests for Farmers Market Signage

See Item VI.

## X. ANNOUNCEMENTS

- A. Regular Parks and Recreation Commission Meeting, January 11, 2016 at 6:00pm
- B. Regular Farmers Market Association Board Meeting, January 12, 2016 at 10:00am
- C. Regular City Council Meeting, January 12, 2016 at 7:00pm
- D. Regular Planning and Zoning Commission Meeting, January 26, 2016 at 7:00pm

**XI. ADJOURN**

A motion was made by Marianne Simmons and seconded by Diana Black to adjourn the Regular Meeting of the City of Dripping Springs Farmers Market Association at 11:41 PM. **VOTE: 5-for, 0-against, 3-absent. Motion passes. absent.**